

CMLS - Commercial/Industrial - Input Sheet

CI₁

Property Address: _____

Agent Name: _____ Date Listed: _____ Listing # (LN) _____

*Property ID No. (PIN)	<input style="width: 95%;" type="text"/>
NOTE: Obtain the Property ID Number from the Compass Tax Data Program	

*Sub Type (SPT)	<input type="checkbox"/>	AP - Apartment	BU - Business	IN - Industrial	OF - Office	RT - Retail	OT - Other
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*List Type (LT)	<input type="checkbox"/>	ER - Exclusive Right to Sell ERP - Exclusive Right to Sell with Reserved Prospect ERV - Exclusive Right to Sell with Variable Rate Compensation	EA - Exclusive Agency EAP - Exclusive Agency with Reserved Prospect EAV - Exclusive Agency with Variable Rate Compensation
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Alternate List Type (ALT)	<input type="checkbox"/>	LS- Limited Service	EO- Entry Only
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*List Date (LD)	<input type="text"/> / <input type="text"/> / <input type="text"/>	*Expire Date (XD)	<input type="text"/> / <input type="text"/> / <input type="text"/>	*List Price (LP) \$	<input style="width: 95%;" type="text"/>
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*Buyer's Agent Compensation (BAC)	<input style="width: 95%;" type="text"/>
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Compensation Codes (CC)	<input type="checkbox"/>
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B - Call Listing Broker for bonus information
C - Call Listing Broker for additional commission information

*List Office (LO)	<input style="width: 95%;" type="text"/>	*List Agent (LA)	<input style="width: 95%;" type="text"/>
List Agent 2 (LA2)	<input style="width: 95%;" type="text"/>	List Agent 2 Name (LAN2)	<input style="width: 95%;" type="text"/>

*Owner Name (OWN)	Owner Phone (OWNP)
Last Name, First Name	- - -

*Directions (DIR)	<input style="width: 95%;" type="text"/>
Description/Layout (DESC)	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>

*Possession/Occup. (POS)	<input style="width: 95%;" type="text"/>
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Tenant Name (TEN)	Tenant Phone (TENP)	*Prop. Disc. Y/N (DISC)
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Address	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
St. Number (STN)	*Street Name (STR)	Street Type (STT) <small>Ave, Blvd, Cir, Ct, Dr, Ln, Rd, St, etc.</small>	Unit No. (UNO)	*ZIP Code (ZIP-Z4)	

Complex Name (CMPX)	*Town Number (TOWN)	*Market Area (MAR)
Model Name (MOD)	*Zoning (ZN)	

*Showing Instructions (SI1)	Lockbox Description (LBD)
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<table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 30%;">Remarks 1 (RM1)</td><td style="width: 70%;"><input style="width: 95%;" type="text"/></td></tr> <tr><td>Remarks 2 (RM2)</td><td><input style="width: 95%;" type="text"/></td></tr> <tr><td>Remarks 3 (RM3)</td><td><input style="width: 95%;" type="text"/></td></tr> <tr><td>Remarks 4 (RM4)</td><td><input style="width: 95%;" type="text"/></td></tr> <tr><td>Remarks 5 (RM5)</td><td><input style="width: 95%;" type="text"/></td></tr> </table> <p style="font-size: x-small; margin-top: 5px;">Remarks Lines #4 and #5 will print on all expanded reports except the "SUMMARY PHOTO REPORT"</p>	Remarks 1 (RM1)	<input style="width: 95%;" type="text"/>	Remarks 2 (RM2)	<input style="width: 95%;" type="text"/>	Remarks 3 (RM3)	<input style="width: 95%;" type="text"/>	Remarks 4 (RM4)	<input style="width: 95%;" type="text"/>	Remarks 5 (RM5)	<input style="width: 95%;" type="text"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Color (CLR)</td> <td style="width: 50%;"><input style="width: 95%;" type="text"/></td> </tr> <tr> <td>*Sign Y/N (SGN)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>*Internet Y/N (INET)</td> <td><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="font-size: x-small; text-align: center;">YOU CAN INPUT SPECIAL "INTERNET REMARKS" AT THE END OF THE COMPASS LISTING INPUT PROCESS.</td> </tr> <tr> <td colspan="2" style="text-align: center;">Occupied (OCP)</td> </tr> <tr> <td colspan="2" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">O - Owner</td> </tr> <tr> <td colspan="2" style="text-align: center;">T - Tenant</td> </tr> <tr> <td colspan="2" style="text-align: center;">V - Vacant</td> </tr> </table>	Color (CLR)	<input style="width: 95%;" type="text"/>	*Sign Y/N (SGN)	<input type="checkbox"/>	*Internet Y/N (INET)	<input type="checkbox"/>	YOU CAN INPUT SPECIAL "INTERNET REMARKS" AT THE END OF THE COMPASS LISTING INPUT PROCESS.		Occupied (OCP)		<input type="checkbox"/>		O - Owner		T - Tenant		V - Vacant	
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***Asterisks indicate mandatory fields.** * Seller's Initials: _____

[Note - All field names enclosed in () are searchable , IE: LD=06/01/00+] Seller's Initials: _____

Property Address: _____

Cl₂

Office Square Feet (OSQF)		Lot Square Feet (LSQF)	
Warehouse Sq. Ft. (WSQF)		Frontage Feet (SFRTF)	
Retail Square Feet (RSQF)		*Acres (ACR)	
Industrial Sq. Feet (ISQF)		Foundation Dimension (FODM)	
Residential Sq. Ft. (RSSQF)		*Square Foot Source (SSQF)	
*Total Square Feet (TSQF)		A - Appraiser B - Public Record C - Owner D - Measured E - Approximate	

Number Units (UTS)	Number Restrooms (RSTR)	Number Tenants (TNTS)	
Number Stories (STO)	Number Docks (DOCK)	Percent Leased (PLSD)	
Number Elevators (ELEV)	Number Overhead Doors (OHDR)	Av. Lease/Sq. Ft. (AVLS)	
*Year Built (YBL)	Ceiling Height (CEIL)	Divisible Y/N (DIV)	
Parking Spaces Covered (CSPC)	Handicap Modified Y/N (HMOD)	Expandable Y/N (EXP)	
Parking Spaces Uncovd. (USPC)	Traffic Count Per Day (TRFC)	For Lease Y/N (LSE)	
Business Included Y/N (BI)	Max. Floor Load p.s.f. (MFLD)		

Current Use (CUSE)	
Terms (TERM)	

Lease Description (LDESC)	Sublettable Y/N (SLET)
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Complete This Box For Properties With Multiple Residential Units.

	# Units of This Type	# Full Baths	# Partial Baths	Square Feet Per Unit	Monthly Rent Average	# Vacant	Appliances Included <small>Max 6 codes per Unit</small>
STUDIO	<input type="text"/> <small>(STNU)</small>	<input type="text"/> <small>(STFB)</small>	<input type="text"/> <small>(STPB)</small>	<input type="text"/> <small>(STSQF)</small>	\$ <input type="text"/> <small>(STRNT)</small>	<input type="text"/> <small>(STVAC)</small>	<input type="text"/> <small>(STAPP)</small>
1 BDRM	<input type="text"/> <small>(1BNU)</small>	<input type="text"/> <small>(1BFB)</small>	<input type="text"/> <small>(1BPB)</small>	<input type="text"/> <small>(1BSQF)</small>	\$ <input type="text"/> <small>(1BRNT)</small>	<input type="text"/> <small>(1BVAC)</small>	<input type="text"/> <small>(1BAPP)</small>
2 BDRM	<input type="text"/> <small>(2BNU)</small>	<input type="text"/> <small>(2BFB)</small>	<input type="text"/> <small>(2BPB)</small>	<input type="text"/> <small>(2BSQF)</small>	\$ <input type="text"/> <small>(2BRNT)</small>	<input type="text"/> <small>(2BVAC)</small>	<input type="text"/> <small>(2BAPP)</small>
3 BDRM	<input type="text"/> <small>(3BNU)</small>	<input type="text"/> <small>(3BFB)</small>	<input type="text"/> <small>(3BPB)</small>	<input type="text"/> <small>(3BSQF)</small>	\$ <input type="text"/> <small>(3BRNT)</small>	<input type="text"/> <small>(3BVAC)</small>	<input type="text"/> <small>(3BAPP)</small>
4 BDRM	<input type="text"/> <small>(4BNU)</small>	<input type="text"/> <small>(4BFB)</small>	<input type="text"/> <small>(4BPB)</small>	<input type="text"/> <small>(4BSQF)</small>	\$ <input type="text"/> <small>(4BRNT)</small>	<input type="text"/> <small>(4BVAC)</small>	<input type="text"/> <small>(4BAPP)</small>

A - Range Rng
 B - Cooktop Ck/tp
 C - Wall Oven W/Ovn
 D - Indoor Grill Grill
 E - Microwave Micro
 F - Dishwasher D/W
 G - Disposal Disp
 H - Compactor Cmpmt
 I - Refrigerator Ref
 J - Freezer Frz
 K - Ice Machine Ice
 L - Washer Wash
 M - Dryer Dry
 Y - See Remarks
 Z - None

Insurance Expense (INEX) \$		Management Expense (MGEX) \$	
Maintenance Expense (MTEX) \$		Fuel Expense (FEX) \$	
Electric Expense (ELEX) \$		Water/Sewer Expense (WSEX) \$	
Other Expense Name (OTNM)		Other Expense (OTEX) \$	
Vacancy Factor (VCNT)			

Gross Income (GOI) \$	Operating Exp. (AOE) \$	Net Income (NOI) \$	
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*Tax Amount (TAX) \$	*Assessment (ASMT) \$	*Mil Rate (MIL)	
Tax Year (TY)	Use Assessed Value - Do not use Appraised Value		
Whole dollars only			
Year - Year			

***Asterisks indicate mandatory fields.** * Seller's Initials: _____

[Note - All field names enclosed in () are searchable , IE: LD=06/01/00+] Seller's Initials: _____

CHECK ALL THAT APPLY

<p>CM Ext Feats (CMEF)</p> <p>A. <input type="checkbox"/> FULLY FENCED B. <input type="checkbox"/> PARTIALLY FENCED C. <input type="checkbox"/> STORAGE BUILDING D. <input type="checkbox"/> OUTSIDE STORAGE AREA E. <input type="checkbox"/> GUTTERING F. <input type="checkbox"/> STORM CELLAR G. <input type="checkbox"/> LAWN SPRINKLING H. <input type="checkbox"/> UNDERGROUND SPRINKLER I. <input type="checkbox"/> DUMPSTER J. <input type="checkbox"/> INCINERATOR K. <input type="checkbox"/> ROOF SIGN L. <input type="checkbox"/> POLE SIGN M. <input type="checkbox"/> DOOR SIGN N. <input type="checkbox"/> LOAD DOCK/GRADE O. <input type="checkbox"/> LOAD DOCK/WELL P. <input type="checkbox"/> LEVELERS Q. <input type="checkbox"/> DOORS UNDER 10 FT R. <input type="checkbox"/> DOORS 10-15 FT S. <input type="checkbox"/> DOORS 16-20 FT T. <input type="checkbox"/> DOORS OVER 20 FT Y. <input type="checkbox"/> SEE REMARKS</p> <p>CM Features (CMF)</p> <p>A. <input type="checkbox"/> FREIGHT ELEVATOR B. <input type="checkbox"/> GRADE LOADING C. <input type="checkbox"/> DOCK HT LOADING D. <input type="checkbox"/> RAIL HT LOADING E. <input type="checkbox"/> WATERFRONT LOADING F. <input type="checkbox"/> PUBLIC RESTROOMS G. <input type="checkbox"/> HANDICAP DESIGN H. <input type="checkbox"/> WINDOW DISPLAY I. <input type="checkbox"/> INTERCOM J. <input type="checkbox"/> LIVING SPACE AVAIL. K. <input type="checkbox"/> ELEVATOR L. <input type="checkbox"/> HOISTS M. <input type="checkbox"/> SMOKE ALARM N. <input type="checkbox"/> SECURITY ALARM O. <input type="checkbox"/> FIRE SPRINKLER P. <input type="checkbox"/> EMPLOYEE LOUNGE Y. <input type="checkbox"/> SEE REMARKS</p>	<p>Construction (CNS)</p> <p>A. <input type="checkbox"/> FRAME B. <input type="checkbox"/> LOG C. <input type="checkbox"/> BLOCK D. <input type="checkbox"/> BRICK E. <input type="checkbox"/> STONE F. <input type="checkbox"/> METAL G. <input type="checkbox"/> CONCRETE H. <input type="checkbox"/> SEE REMARKS</p> <p>*Cooling (COOL)</p> <p>A. <input type="checkbox"/> HEAT PUMP HT/PMP B. <input type="checkbox"/> CENTRAL AIR C/A C. <input type="checkbox"/> WINDOW UNIT WIND UNT D. <input type="checkbox"/> ZONED E. <input type="checkbox"/> WALL-UNIT WALL UNT F. <input type="checkbox"/> ATTIC FAN Y. <input type="checkbox"/> SEE REMARKS Z. <input type="checkbox"/> NONE</p> <p>*Documents (DOCS)</p> <p>A. <input type="checkbox"/> LEGAL DESCRIPTION B. <input type="checkbox"/> PERCOLATION TEST C. <input type="checkbox"/> SUBDIVISION APPROVAL D. <input type="checkbox"/> LAND SURVEY E. <input type="checkbox"/> AERIAL SURVEY F. <input type="checkbox"/> TOPOGRAPHIC SURVEY G. <input type="checkbox"/> SOIL SURVEY H. <input type="checkbox"/> DRAWINGS I. <input type="checkbox"/> BROCHURE J. <input type="checkbox"/> APPRAISAL K. <input type="checkbox"/> ENV. IMPACT STUDY L. <input type="checkbox"/> RECORDED PLAT M. <input type="checkbox"/> PLOT PLAN/SURVEY Y. <input type="checkbox"/> SEE REMARKS Z. <input type="checkbox"/> NONE</p> <p>Electricity (ELEC)</p> <p>A. <input type="checkbox"/> 110 VOLTS B. <input type="checkbox"/> 220 VOLTS C. <input type="checkbox"/> FUSES D. <input type="checkbox"/> CIRCUIT BREAKERS E. <input type="checkbox"/> 60 AMPS OR LESS F. <input type="checkbox"/> 100 AMPS G. <input type="checkbox"/> 150 AMPS H. <input type="checkbox"/> 200+ AMPS I. <input type="checkbox"/> 440 VOLTS J. <input type="checkbox"/> THREE PHASE Y. <input type="checkbox"/> SEE REMARKS</p>	<p>Flooring (FLOR)</p> <p>A. <input type="checkbox"/> WALL TO WALL CARPET B. <input type="checkbox"/> WOOD C. <input type="checkbox"/> PARQUET D. <input type="checkbox"/> CERAMIC TILE E. <input type="checkbox"/> VINYL F. <input type="checkbox"/> TILE G. <input type="checkbox"/> SLATE H. <input type="checkbox"/> CONCRETE I. <input type="checkbox"/> PLYWOOD Y. <input type="checkbox"/> SEE REMARKS</p> <p>Foundation (FND)</p> <p>A. <input type="checkbox"/> SLAB B. <input type="checkbox"/> PILING C. <input type="checkbox"/> WOOD D. <input type="checkbox"/> STONE E. <input type="checkbox"/> CONCRETE F. <input type="checkbox"/> BRICK G. <input type="checkbox"/> BLOCK H. <input type="checkbox"/> MASONRY Y. <input type="checkbox"/> SEE REMARKS Z. <input type="checkbox"/> NONE</p> <p>*Heating (HEAT)</p> <p>A. <input type="checkbox"/> HEAT PUMP HT/PMP B. <input type="checkbox"/> HOT AIR C. <input type="checkbox"/> RADIATORS RADATR D. <input type="checkbox"/> WALL UNIT(S) WL/UNT E. <input type="checkbox"/> BASEBOARDS BASEBRD F. <input type="checkbox"/> SPACE HEATER SP/HTR G. <input type="checkbox"/> ZONED H. <input type="checkbox"/> RADIANT I. <input type="checkbox"/> ELECTRIC J. <input type="checkbox"/> GAS K. <input type="checkbox"/> HOT WATER HT/WTR L. <input type="checkbox"/> OIL M. <input type="checkbox"/> PROPANE N. <input type="checkbox"/> WOOD O. <input type="checkbox"/> SOLAR P. <input type="checkbox"/> STEAM Y. <input type="checkbox"/> SEE REMARKS Z. <input type="checkbox"/> NONE</p>	<p>Location (LOC)</p> <p>A. <input type="checkbox"/> DOWNTOWN B. <input type="checkbox"/> URBAN C. <input type="checkbox"/> SUBURBAN D. <input type="checkbox"/> RURAL E. <input type="checkbox"/> PARK F. <input type="checkbox"/> SHOPPING MALL G. <input type="checkbox"/> STRIP MALL H. <input type="checkbox"/> HISTORIC AREA I. <input type="checkbox"/> INDUSTRIAL PARK J. <input type="checkbox"/> OFFICE PARK K. <input type="checkbox"/> HIGHWAY ACCESS Y. <input type="checkbox"/> SEE REMARKS</p> <p>Lots Desc. (LTDS)</p> <p>A. <input type="checkbox"/> CORNER B. <input type="checkbox"/> WOODED C. <input type="checkbox"/> EASEMENTS D. <input type="checkbox"/> WATER FRONTAGE E. <input type="checkbox"/> GOLF COURSE FRONTAGE F. <input type="checkbox"/> LEVEL G. <input type="checkbox"/> SLOPING H. <input type="checkbox"/> ADDITIONAL LAND AVAIL. I. <input type="checkbox"/> FLOOD ZONE J. <input type="checkbox"/> VIEWS K. <input type="checkbox"/> ZERO LOT LINE L. <input type="checkbox"/> CUL DE SAC M. <input type="checkbox"/> HORSE PROPERTY N. <input type="checkbox"/> FARM O. <input type="checkbox"/> SOME WETLANDS Y. <input type="checkbox"/> SEE REMARKS</p> <p>*Park/Garage (PRKG)</p> <p>A. <input type="checkbox"/> ATTACHED ATT B. <input type="checkbox"/> DETACHED DET C. <input type="checkbox"/> OFF STREET OFF/ST D. <input type="checkbox"/> CARPORT CRPRT E. <input type="checkbox"/> RV/BOAT PAD RV/BT PAD F. <input type="checkbox"/> UNDER UND G. <input type="checkbox"/> STREET H. <input type="checkbox"/> RESERVED RSVD I. <input type="checkbox"/> PARKING GARAGE J. <input type="checkbox"/> UNIT GARAGE K. <input type="checkbox"/> SECURITY L. <input type="checkbox"/> LOT M. <input type="checkbox"/> PAVED N. <input type="checkbox"/> UNPAVED Y. <input type="checkbox"/> SEE REMARKS Z. <input type="checkbox"/> NONE</p>	<p>Road Frontage (RFRNT)</p> <p>A. <input type="checkbox"/> CITY STREET B. <input type="checkbox"/> STATE ROAD C. <input type="checkbox"/> U.S. HIGHWAY D. <input type="checkbox"/> INTERSTATE E. <input type="checkbox"/> UNIMPROVED F. <input type="checkbox"/> PRIVATE G. <input type="checkbox"/> CUL-DE-SAC H. <input type="checkbox"/> INTERCHANGE I. <input type="checkbox"/> PAVED J. <input type="checkbox"/> UNPAVED</p> <p>*Roof (ROOF)</p> <p>A. <input type="checkbox"/> ASPHALT SHINGLE ASPHLT B. <input type="checkbox"/> WOOD SHINGLE WOOD C. <input type="checkbox"/> SLATE D. <input type="checkbox"/> TILE E. <input type="checkbox"/> SHAKE F. <input type="checkbox"/> TAR/GRAVEL TAR/GRAV G. <input type="checkbox"/> COMPOSITION COMP H. <input type="checkbox"/> RUBBER I. <input type="checkbox"/> BUILT UP J. <input type="checkbox"/> CONCRETE K. <input type="checkbox"/> METAL L. <input type="checkbox"/> FIBERGLASS SHINGLES Y. <input type="checkbox"/> SEE REMARKS</p> <p>*Water/Sewer (WTSW)</p> <p>A. <input type="checkbox"/> SEWER B. <input type="checkbox"/> SEPTIC C. <input type="checkbox"/> CITY WATER D. <input type="checkbox"/> PRIV. WATER E. <input type="checkbox"/> WELL F. <input type="checkbox"/> CESS POOL G. <input type="checkbox"/> SEWER FEES Y. <input type="checkbox"/> SEE REMARKS</p>
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VALID LISTING AGREEMENT STATEMENT

I, the undersigned Broker or Authorized Agent, represent to the Consolidated Multiple Listing Service, Inc., its members and cooperating agents, that I have a valid and legally enforceable exclusive right to sell listing agreement, exclusive agency listing agreement, or exclusive right to lease agreement with the owners of the above entitled property. The information contained in the data information sheet is, to the best of my knowledge and belief, true and accurate.

*Date: _____ *Broker or Authorized Agent Signature: _____

ELECTRONIC LOCKBOX AUTHORIZATION

As a service to its members, the Consolidated Multiple Listing Service, Inc. ("CMLS") maintains an electronic lockbox system to facilitate controlled and monitored access to the interior of listed properties by Participants of the CMLS. The Undersigned Owner(s) do, do not authorize the Broker to use the CMLS electronic lockbox system in connection with marketing the Property. Owner(s) acknowledge and agree that they will indemnify and hold harmless the CMLS from all loss, costs and damages that may be suffered by Owner(s) arising from or related to the use of any lockbox on the Property, other than the CMLS electronic lockbox system.

AUTHORIZATION TO USE MULTIPLE LISTING SERVICE AND DISCLAIMER

The undersigned Owner(s) authorize and instruct(s) the Broker to submit the information contained herein to the Consolidated Multiple Listing Service, Inc., for the purpose of offering the property for sale or lease through its participants during the period specified. This information has been furnished by the Seller and/or other sources and is not guaranteed by the Broker. Owner(s) agree that the information herein is true and correct to his/her/their knowledge. It is understood that there is no contractual relationship between the Owner(s) and the Consolidated Multiple Listing Service, Inc. Receipt of a copy of this Property Data Form is acknowledged by owner(s).

Submitted by:

*Broker or Authorized Agent _____ *Seller _____

Broker or Authorized Agent _____ Seller _____

Internet Remarks

CI₄

Internet_01 (INET1) _____
Internet_02 (INET2) _____
Internet_03 (INET3) _____
Internet_04 (INET4) _____

Addendum Remarks

Addendum_01 (ADD01) _____
Addendum_02 (ADD02) _____
Addendum_03 (ADD03) _____
Addendum_04 (ADD04) _____
Addendum_05 (ADD05) _____
Addendum_06 (ADD06) _____
Addendum_07 (ADD07) _____
Addendum_08 (ADD08) _____
Addendum_09 (ADD09) _____
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Addendum_35 (ADD35) _____
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Addendum_37 (ADD37) _____
Addendum_38 (ADD38) _____
Addendum_39 (ADD39) _____
Addendum_40 (ADD40) _____